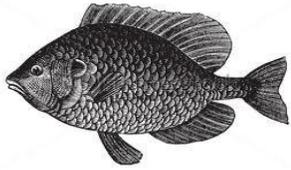


REGULAR MEETING BOARD MINUTES

Wednesday – October 10, 2018 @ 6:00 p.m.
7505 Main Street West, Webster, WI



VILLAGE OF WEBSTER

- I. **CALL TO ORDER** – Village President, Jeff Roberts called the meeting to order at 6:00 p.m.
- II. **ROLL CALL** – Village President, Jeff Roberts; Trustees: Sarah Casady; Kelsey Gustafson; Tim Maloney; Darrell Sears; and Greg Widiker. Trustee, Weis arrived at 6:04 p.m. Others present: Webster Police Chief, Stephenie Wedin; Public Works Director, Jay Heyer; Clerk/Treasurer, Debra Doriott-Kuhnly; Becky Strabel -Inter County Leader Newspaper and Linda Luhman – Burnett County Sentinel Newspaper. Absent: None.
- III. **PUBLIC NOTICE OF AGENDA, DELETIONS/CORRECTIONS** – None.
- IV. **VISITOR RECOGNITION** – None.
- V. **APPROVAL OF MINUTES:** Motion was made by Trustee, Casady to approve the September 12, 2018 Regular Board Meeting Minutes; seconded by Trustee, Widiker. **Motion carried 6-0.** Motion was made by Trustee, Gustafson to approve the September 13, 2018 Judicial Meeting Minutes; seconded by Trustee, Sears. **Motion carried 6-0.** Motion was made by Trustee, Maloney to approve the September 26, 2018 Personnel Meeting Minutes; seconded by Trustee, Casady. **Motion carried 6-0.**
- VI. **APPROVAL OF VOUCHERS & RECEIPTS: September 11, 2018 – October 8, 2018** vouchers in the amount of: **\$78,563.41** as follows:
 - a. General Fund - \$56,623.41
 - b. Water Fund - \$5,502.03
 - c. Sewer Fund - \$8,728.48
 - d. Library Fund - \$7,709.49Approval of receipts were also presented for: **September 11, 2018 – October 8, 2018** in the amount of **\$34,026.84**. Frontier Ag & Turf voucher was questioned; this was parts for lawnmower. Trustee, Gustafson asked about Wiiiikwaibaan Inini. Public Workers Director, Heyer explained this is a company that did some work on the pumps and sewer lift stations. Motion was made by Trustee, Maloney; seconded by Trustee, Widiker to approve vouchers in the amount of: **\$78,563.41** and receipts in the amount of **\$34,026.84**. **Motion carried 6-0.**
- VII. **COMMUNICATIONS:** The Burnett County Newsletter was included in members' packet.
- VIII. **PERSONNEL – Chair, Sarah Casady:** Chair, Casady opened her portion of the meeting saying she has been reviewing the employee handbook and noticed that it is missing information on compensating an employee if they work a holiday. Also, this is not mentioned in the IUOE contract. In the WPPA contract, it stated the employee should be paid time and a half. Her thought is this is something should be in the employee handbook dictating how an employee should be compensated if they work a holiday. The

board agrees. Discussion ensued on if it should be time and half or double time. Decision was made to table until next month; allowing President, Roberts to reach out to IUOE representative on this matter.

Chair, Casady is seeking approval to hire Michael Zajac as Full-Time Police Officer; with his start date of October 22, 2018. Motion was made by Trustee, Weis to hire Michael Zajac as the Village of Webster's Full-Time Officer; seconded by Trustee, Sears. **Motion carried 6-0.**

IX. PUBLIC UTILITY – Chairman, Darrel Sears: Public Works Director, Heyer explained that he was approached by Ed Deadman, who bought 20+ acres from Connie Bushey; off the west end of Main Street. He has ideas on building houses or campgrounds on the property. Mr. Deadman asked Heyer about getting water and sewer hook-up. This is quite a distance. Heyer explained that it is in our Ordinances that residents should hook up to Village sewer but does not mention Village water. He believes the PSC could supersede; requiring Mr. Deadman to hook up the Village water. He is asking to not hook up if he only builds one house on the acreage. Heyer suggested he come to a Village Board Meeting to discuss. Trustee, Maloney thought a Development and Annexation Committee meeting. Heyer said he talked to Tjader/Highstrom about boring underground water and that might be the best way to get water and sewer to him. Trustee, Maloney asked Heyer about a few years when the Village bought 40 acres, on the East side of town, to protect the well head. At that time, Trustee Maloney thought it was decided that any new development would be required to hook up to Village water and sewer. He also thought this was a directive from the DNR to eliminate any cross connection with well water, etc. and believes that there should be some code on this. Heyer reiterated that he could not find any mention of this in the Ordinances. Maloney said that if there is a mandate from the DNR or PSC; that would explain why this is not in Village Ordinances. Trustee, Maloney confirmed Mr. Deadman could get access to Village sewer and water. Trustee, Weis confirmed Smith Pines is on Village sewer and water. It might be less expensive for Mr. Deadman to gain access from there. Trustee, Weis mentioned the possibility of looping it so there isn't a dead-end. President, Roberts stated it would be best for Mr. Deadman to come to a Development & Annexation meeting to discuss.

X. FINANCE – Chairman, Greg Widiker: Nothing new to report. President, Roberts reminded the board that the Budget Workshop Meeting is on October 17, 2018 at 6:00 p.m. Auditor, Jonathon Sherwood, was here today and he and Clerk/Treasurer, Kuhnly completed the prep work on the budget.

XI. PUBLIC PROPERTY – Chairman, Tim Maloney: Nothing new to report. Chair, Maloney stated the Library Board adopted their 2019 Budget. Salary and Wages went up but Employee Benefits went down due to the Library Director, Patti Meyer, going on Medicare. So the Library Board took some of that savings and gave wage increases. The rest of the budget remained roughly the same. They are hoping the Village will continue with the previous years' financial amount. President, Roberts said they have done a great job with fund raising to reduce their debt. Maloney said they are down to approximately \$135,000 that they owe and have about \$65,000 in the bank for their mortgage payments. Their goal is to get the mortgage down to zero so they can spend more money on programming.

Trustee, Gustafson asked if the sidewalk repairs, at The Library, are coming out of Public Property. President, Roberts stated it's coming out of Replacement Funds-Sidewalks.

XII. STREETS – Chairman, Kelsey Gustafson: Nothing on the Agenda. Chairman, Gustafson informed the Board that Bass Avenue will be paved yet this year.

President, Roberts asked Public Works Director, Heyer if the crosswalks have not been done due to the weather. Heyer responded that the weather is one reason but the WI DOT is requesting permits. Heyer just spoke to the County and they will take care of the DOT. When the weather permits, the crosswalks will be painted.

XIII. JUDICIAL – Chairman, Charlie Weis: The Police Department schedule was handed out. Chief, Wedin read the calls of service for the month.

Chair, Weis confirmed that the new Police Officer, Michael Zajac, will be starting on the 22nd.

Minit-Mart's Alcohol License will not be approved tonight due to missing information on the application. In mid-November, Minit-Mart will have new owners/EG Retail, directors, etc. The agent is being retained by the new owner.

XIV. DEVELOPMENT & ANNEXATION – Village President, Jeff Roberts:

XV. WEBSTER RURAL FIRE ASSOCIATION MEETING UPDATE – Trustee, Tim Maloney: Trustee, Maloney stated Rural Fire had their Budget meeting last night and the budget was adopted. This year's budget is \$2100 over last years. With the FEMA grant obtained, Webster Rural Fire will be responsible for 5% and even accounting for that; the budget only went up \$2100. The Village of Webster's portion for 2019 will be 7.2% or \$9950. There are five new members for a total of thirty. Trustee/Rural Fire Member, Weis said the Fire Department is setting up their 'wish list' on the requirements for their new fire truck. Maloney said a committee will be formed and a financial commitment from the municipalities will be needed for purchase of new fire truck.

XVI. ANNOUNCEMENTS & FUTURE MEETINGS:

- **October 17, 2018 *Budget Workshop Meeting @ 6:00 p.m.**
- **November 14, 2018 *Budget Public Hearing @ 5:45 p.m.**
- **November 14, 2018 *Regular Board Meeting @ 6:00 p.m.**

XVII. ADJOURNMENT. Motion was made by Trustee, Sears; seconded by Trustee, Gustafson to adjourn the meeting at 6:28 p.m. **Motion carried 6-0.**

Respectfully submitted,

Debra Doriott-Kuhnly

Debra Doriott-Kuhnly, Clerk-Treasurer

October 10, 2018

***These minutes are subject to approval at next month's Regular Meeting.

Village President, Jeff Roberts

Trustee, Sarah Casady

Trustee, Kelsey Gustafson

Trustee, Tim Maloney

Trustee, Darrell Sears

Trustee, Charlie Weis

Trustee, Greg Widiker

Attest: _____

Clerk-Treasurer